



HUNTSVILLE

Shane Davis, P.E.
Director of
City Engineering

Tommy Battle
Mayor

**REDSTONE GATEWAY PACKAGE H – MONUMENTAL
ARCHITECTURAL SIGNAGE**

**Project No. 65-12-SP22
April 19, 2012**

Addendum #2

All addenda and attachments for the above- referenced project will become part of the contract documents. All addenda must be acknowledged either on the outside of the bid envelope or on the second page of your bid proposal known as Attachment "B".

Attachments to this addendum include the following information:

- 1- Mandatory Pre-Bid Meeting Minutes
- 2-Pre-Bid Meeting Sign-In Sheet
- 3-Gensler Sketch

END OF ADDENDUM #2

The Star of Alabama

MANDATORY PRE-BID MEETING

DATE: Tuesday, April 17, 2012

REDSTONE GATEWAY: **Package H – Monumental Architectural Signage**

PROJECT # 65-12-SP22

OWNER: City Of Huntsville

PROJECT MANGER: Brasfield & Gorrie L.L.C.

PROJECT ARCHITECT: Gensler

INSPECTIONS: Johnson and Associates

SURVEYOR: Garver

GEOTECHNICAL ENGINEER: Building and Earth Sciences

1. Introduction of all persons present, their roles, chain of command, importance of submittals, etc. (PM)

HANDOUTS:

- a. Phasing Plan
 - b. Redstone Security Procedures
 - c. Project Directory
- PM explained chain of command.
 - See attached sign-in sheet.

**** If you have questions regarding the bid process, please write them down and hold them until the end of this pre-bid meeting (#16 on agenda). If you have specific questions related to the project scope, drawings or specs, they need to be submitted in writing to B&G and will be answered and distributed to all bidders as an addendum. ****

2. Architect to give a description of work specific to this bid package. (A)
 - Architect stated this project consists of 3/ea signs.
 - PM noted that the plans and specifications are posted on the City of Huntsville website address <http://www.huntsvilleal.gov/engineering/>.
3. Project Manager to discuss Schedule of Operations, erosion control plan, disposal of debris, milestone dates and LD's, importance for control of concrete and asphalt temperature during hot/cold weather, safety, work by others, and ADEM permit. (PM)
 - PM stated the contractor has 90 days from Notice to Proceed to complete all 3/ea signs. However the review time for approval of shop drawings by the Owner and Architect is excluded from the 90 day duration.
 - Package H Contractor will responsible for their own erosion control, however the ADEM permit is in L.W. Redstone's name.
4. The following is a list of items (but no limited to) that must be submitted per the bid document requirements that must be submitted by the prime contractor post award: (PM)
 - Balanced Schedule of Values (*within 2 business days of award*)

- Federal tax form to City (*At time of contract award*)
 - Project Schedule that includes coordination with other packages and future work, time to prepare and approve shop drawings, fabricate and deliver materials and install / complete scope (*within 10 calendar days of award*)
 - Payment and Performance bond (*15 Days after acceptance of proposal*)
 - Shop Drawings (*Prior to Installation / Placement*)
 - Weekly Safety meeting minutes and associated sign in sheets
 - Lien waivers with pay requests
 - Red-Line as-built drawings (*at completion of associated scope prior to owner acceptance*)
5. Discuss all Permits, testing, surveying (Dig Permit) (PM)
- PM stated a dig permit will be required by Redstone Arsenal and it was a 2 day process. PM also stated that an electrical permit may be required for final connection of the signage lighting.
 - PM's surveyor, Garver, has established 12 control points and benchmarks for the project. However the Package H Contractor will be responsible for their own layout from the established project control points.
6. Discuss Bid Form details (Attachment "B" + appropriate Proposal Form) (PM)
- PM informed all bidders to use the bid proposal form provided in the specifications and include attachments A thru I with their bids. 3/ea original copies of the bid proposal with the attachments must be submitted.
 - PM stated that all options must be priced.
7. Contractor is required to submit pricing in person per requirements set forth in bid documents. A "balanced" detailed Schedule of values including quantities and unit prices that total up to bid Lump Sum to be submitted within two (2) Business Days as basis to establish additive and deductive changes in scope for this project. (PM)
- PM noted at that if a bid is mailed in it must be delivered to the City of Huntsville by 5:00 pm on 4/25/12 one day prior to the bid opening.
 - Bids will be received on behalf of City of Huntsville, AL until 3:00 p.m. on April 26, 2012, and will thereafter be publicly opened and read aloud in the First Floor Conference Room at the City of Huntsville Public Services Building, 320 Fountain Circle, Huntsville, AL 35801. Bids must be submitted on proposal forms furnished. (Bids shall be clearly identified on the exterior of the package with the bidder's name, address, state license number, the name and project number of the package being bid, and time and place of the bid opening. Sealed bids shall be properly identified.)
 - PM noted that this will be a lump sum bid but 2 days after the bid the successful bidder must submit a unit price schedule of values for the billing and for future change orders.

8. Utility Project Notification – PM to give a description of utility requirements/conflicts. Attached: names and phone numbers of utility contractors (Pre-Bid attachment “c”) for conflict assistance. Contractor is responsible for locating all utilities. (PM)
 - PM noted that it will be Package H Contractor’s responsibility to coordinate with the Utility providers as well as relocate any existing utilities including irrigation and site lighting.
9. Discuss Submittal of Shop Drawings, as-built requirements, working drawings, material submittals, job-mix formulas in accordance with the time limits in the contract. (PM)

The approval of shop drawings by the Project Manager will cover only the features of the design and in no case shall this approval be considered to cover error or omissions in shop details or a check of any dimensions. The Contractor shall be responsible for the accuracy of the shop drawings, the fabrication of materials and the fit of all connections; and he shall bear the cost of all extra work caused by errors in shop drawings or in fabrication, inaccurate workmanship, misfits of connections or for any changes in fabrication necessary. No work shall be done on the material before the shop drawings have been approved. Any material that the Contractor orders prior to the approval shall be at the Contractor’s risk.

Substitutions or changes whether indicated or implied on shop drawings will not be considered as changes regardless of the Engineer’s approval of shop drawings unless the change has been previously submitted and approved as a change order per the requirements for changes in the contract.

After a shop drawing has been approved, no changes shall be made unless directed in writing to the Owner and acceptance by the Owner of said changes. Any acceptance of change by the Owner does not constitute a change to the contract unless that change has been approved and directed in writing per change order. Compensation for preparing and furnishing all shop and working drawings shall be included in the contract unit prices for the various items of work.

 - Architect noted that a partial mock will be required as described in the specifications for each sign type. The partial mock up should be moveable and placed at a location onsite approved by the Owner.
10. Architect & Project Manager to discuss plans and specs:
 - a. A review of the plans should be made with emphasis placed on unusual construction features and special drawings (A)
 - b. Specifications should be discussed with emphasis on time charges, extra work, materials, etc. (PM)
 - c. State of Alabama General Contractors License is required for this project. (PM)
 - Architect noted that the plans have all the details, specifications, and options. However this sign will be a proto type for next 25 years for future development.
 - PM noted that all bidders had Alabama General Contractors License.
11. Project Manager to discuss Bid Process and Special Provisions (Instructions to Bidders). (PM)
 1. Each item (attachments) of the contract should be read out and any questions concerning the method of measurement or payment discussed.

2. Discuss Milestone and Calendar days to complete project. (ask if there any concern that contract cannot be completed within contract time specified.)
3. Introduction and explanation of any revisions to Supplement to General Requirements.
 - PM reminded bidders this is a lump sum bid and to review the Instructions to Bidders in Addendum #1. The Package H Contractor will be responsible for everything including traffic control, erosion control, curb/asphalt repairs, utility relocations, concrete foundations, steel frame, architectural finishes, and lighting.
 - PM noted that the Bid Proposal form stated the Contractor has 90 days to complete the work exclude review time by the Owner and Architect.
12. Sequence of Construction and Traffic Control with the contractor made aware of his/her responsibility to handle traffic safely through the work zone. The method of payment for traffic control shall be discussed and clearly understood. (PM)
 - PM noted that traffic control will be by the Package H Contractor and this cost must be included in your bid.
13. For any trench cuts within existing roadways, Contractor is required to patch area with asphalt mix within the same day, unless otherwise specified by the Engineer. (Dense graded Base is no longer an acceptable means of traffic control within existing roadway cuts.) (PM)
 - PM noted this should not be required but if it was the Package H Contractor would be responsible for patching the road the same day it was cut.
14. Discuss Redstone Arsenal Security Information for any work "inside" the Redstone Arsenal Security Fence. Security Badges to be coordinated through Brasfield and Gorrie and contractors should allow a minimum of 2 weeks for approval.
 - PM noted this scope of work is outside Gate #9 and in the unsecured area so security badges will not be required. However Redstone Arsenal has concurrent jurisdiction so the Redstone Arsenal guidelines must be followed.
15. Successful contractor will be required to sign the following statement, included as part of the contract: (PM)

E-VERIFY CONDITIONS: As a condition of the contract, pursuant to 8 U.S.C. §1324a, Contractor, must certify that it has not knowingly employed, recruited, referred for a fee, or contracted with an unauthorized alien, with respect to employment in the United States. Further, Contractor certifies that it has enrolled in the designated employment eligibility verification system and will maintain enrollment throughout the term of this contract.

16. Any Prime Contractors should be given the opportunity to ask questions or discuss items with which they are concerned. (PM)
 - See Q&A section after item #18 below.
17. All questions need to be sent in writing to Matt Kelley (COH Project Manager) at mkelley@brasfieldgorrie.com. All questions / clarifications will be answered by

an addendum. The pre-bid notes and all addenda shall become a part of the contract documents.

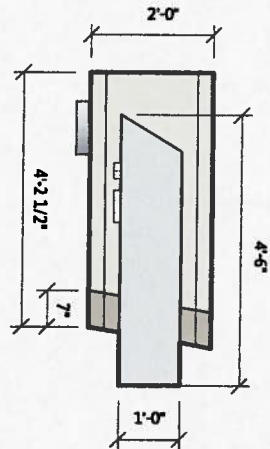
18. Last day for questions concerning this project before the bid will be Friday, April 20, 2012 at 3:00 p.m. to Matt Kelley at mkelley@brasfieldgorrie.com or fax to Matt Kelley at 205-714-1399. Final Addendum will be issued no later than Tuesday, April 24, 2011 at 3:00 p.m.

CONTRACTOR QUESTIONS:

1. Q. Is power available at each sign location?
A. Yes an existing pull box is shown near each sign on sheets E2.2 and E2.3. It will be the Package H Contractors responsibility to make the final connection to the existing electrical pull box.
2. Q. Will any special approval from Redstone Arsenal be required to use a crane?
A. No, unless the crane height exceeds the adjacent 5 story office building then FAA approval will be required.
3. Q. Are the tenant names to be included in this scope?
A. No, tenant names will not be included per note 5 on sheet G1.1, however the building groupings identification/directional names must be included per note 6 on sheet G1.2 and G1.3.
4. Q. Can you give us the name of any local electricians or masons currently working the project?
A. See Project Directory provided at the Pre-Bid Meeting for Christopher Professional, the Package 1B-3 Contractor, who installed the primary electrical system. There were not any masons working on this project.
5. Q. Please provide more detail for the Mock-up?
A. See attached Partial Mock-up Sketch from Gensler dated 4/19/12. Please note the vinyl letters "TEN" will be required for the Mock-up only. No other vinyl letters are to be included in your bid per Q&A#3 above.

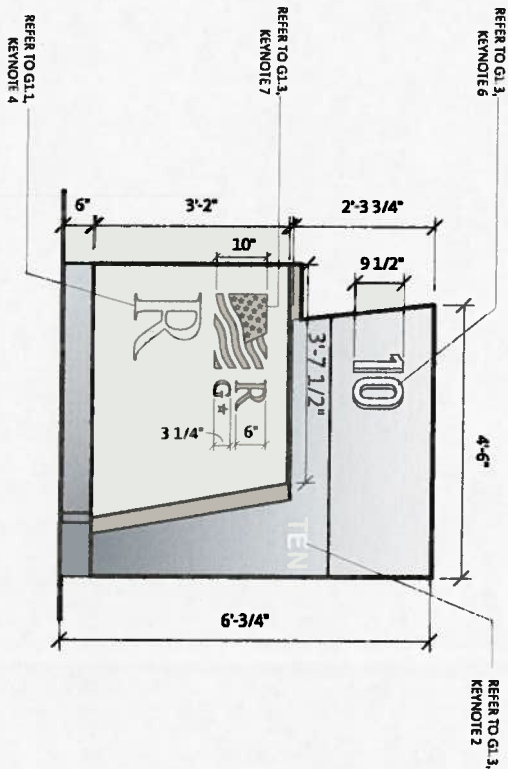
1st FLOOR CONFERENCE ROOM

colin_applegate@gensler.com

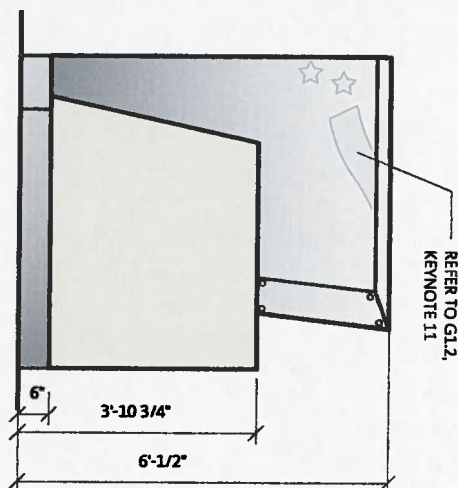


1 TOP VIEW
SCALE: 1/2"=1'-0"

GENERAL NOTE:
MOCK-UP SHOULD BE A SECTION OF SIGN TYPE C, AND INCLUDE SAMPLES OF ALL SPECIFIED LETTERING TYPES, INCLUDING ALUMINUM LETTERING FROM SIGN TYPE A AND MASKED GRAPHIC FROM SIGN TYPE B



2 FRONT ELEVATION
SCALE: 1/2"=1'-0"



3 REAR ELEVATION
SCALE: 1/2"=1'-0"

Gensler

2020 K Street NW
Suite 200
Washington DC 20006
Tel: 202.721.5200

Project COPT Redstone Gateway Monumental Architectural Signage

Project No. 09.4100.200

Description Partial Mock-up sketch

Drawn/Rev 1

Scale As Noted

Date 04.19.12

By CA

Sketch No. Addendum #2